

A+ PAYMENT TIMELINES AND PAYMENT MONTHS

	Deadline to Submit Budget	Deadline to Submit Request for Final Payment	Payment Month
<u>Community Colleges AND Vo-Tech Schools</u>			
PREFERRED DATE TO SUBMIT SUMMER SEMESTER BUDGET	7/15	8/15	September
SUMMER SEMESTER BUDGET MUST BE RECEIVED	8/15	9/15	October
SUMMER SEMESTER REQUEST FOR FINAL PAYMENT MUST BE RECEIVED (NO STUDENTS CAN BE ADDED FOR SUMMER AFTER THIS DEADLINE)		10/15	November
PREFERRED DATE TO SUBMIT FALL SEMESTER and YEAR LONG (VO-TECH) BUDGET	10/15	11/15	December
FALL SEMESTER & YEAR LONG BUDGET MUST BE RECEIVED * (see bottom of page)	11/15	12/15	January
FALL SEMESTER REQUEST FOR FINAL PAYMENT MUST BE RECEIVED (NO STUDENTS CAN BE ADDED FOR FALL AFTER THIS DEADLINE)		1/15	February
PREFERRED DATE TO SUBMIT SPRING SEMESTER BUDGET	2/15	3/15	April
SPRING SEMESTER BUDGET MUST BE RECEIVED	3/15	4/15	May
SPRING SEMESTER REQUEST FOR FINAL PAYMENT MUST BE RECEIVED (ALL REMAINING PAYMENTS MUST BE RECEIVED)		5/15	June **

* If you know your PELL information before this deadline, we ask that you please submit it so that we can have it for budget purposes. (i.e. in case we need to go to the legislature and have them appropriate more money for second semester)

**** Funds do not carry over from one year to the next. This is the last cycle to make payment for the fiscal year.**

NEW PROCEDURE: If you have a student with an incorrect information on the budget, the student will be removed. The budget will include only students who have correct information. It will be the responsibility of the student to get the information corrected. Once the discrepancy is accurately corrected you will need to submit a NEW budget for the student(s) who we removed. **Payment for the student will not be made unless we have a budget with the corrected information.**